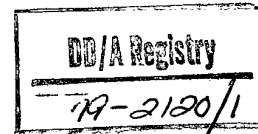




EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503



JUN 19 1979

Mr. Don I. Wortman
Deputy Director for Administration
Central Intelligence Agency
Washington, DC 20505

DD/A Registry
File *Meetings*

Dear Mr. Wortman: *Don:*

The Office of Management and Budget, in cooperation with the Department of Commerce and the General Services Administration, is sponsoring a conference of senior government officials at the Sheraton Conference Center, Gettysburg, Pa. on July 16, 17, and 18, 1979. The purpose of the conference is to develop recommendations for ways in which information technology can be better used in addressing major management problems such as increasing productivity, effective planning, measuring personnel performance, reducing fraud and waste and improving investment decisionmaking. A prospectus on the conference is enclosed for your information.

We believe that the attendees at the conference should be a group of senior officials with a variety of experiences and perspectives, and hope that you can participate.

As indicated by Jim McIntyre's memorandum of May 8th to the Heads of Executive Departments and Agencies, the Administration strongly supports this effort. We will need your personal participation to get the most out of the sessions, so if you are unable to attend please let us know at once, rather than turning this invitation over to another representative of your agency.

I hope that you will join us. Let my office know in the next week at (395-3423). We'll provide further details on travel, lodging, etc., when you have confirmed your attendance.

Sincerely,

Wayne E. Granquist
Associate Director for
Management and Regulatory Policy

Enclosure

79-2120